

MANASQUAN SCHOOL DISTRICT BOARD OF EDUCATION
COMBINED COMMITTEE OF THE WHOLE MEETING &
REGULAR PUBLIC BOARD OF EDUCATION MEETING

Manasquan Borough
Manasquan High School Gymnasium
August 13, 2019
6:00 P.M.

AGENDA

1. Call to Order

Opening Statement: Pursuant to N.J.S.A. 10:4-10, notice of this meeting has been provided by publication in the Asbury Park Press, the Coast Star and posted in the Borough Hall of Manasquan and in the schools within the time limits prescribed by law.

2. Pledge of Allegiance

3. Roll Call

Bruce Bolderman	Mark Furey (Belmar)	Anne McGarry (SLH)
Donna Bossone	Terence Hoverter	Alexis Pollock
Martin Burns	Dennis Ingolia (Brielle)	Alfred Sorino
Eugene Cattani	Joseph Loffredo	Colin Warren

4. Mission Statement

Manasquan School District empowers all students by providing a safe, healthy, and inclusive environment where continual growth, perseverance, and rigorous academic standards are balanced with extensive extra-curricular opportunities and rich tradition through partnership with community.

5. Statement to the Public

Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases by unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent of Schools is satisfied that the matter is ready to be presented to the Board of Education, it is then placed on the agenda at the next Combined Committee of the Whole and Regular Board meeting. The members of the Board work with the administration and the Superintendent of Schools to assure that they fully understand the matter. After discussion during the Committee of the Whole portion of the meeting, the matter is focused on during the Regular Public Board Meeting agenda and presented to the Board of Education for a vote.

6. Acceptance of Minutes

Recommend acceptance and approval of the minutes of the Combined Committee of the Whole and Regular Public Meeting and Closed Executive Session of July 15, 2019. Executive Session Minutes will be withheld from disclosure until such time as the reasons for discussing and acting on a matter in closed executive session no longer exists.

7. Student Board Representative Report - No Report for the Month

8. Principal Report

- o Elementary School – Justin Roach, Elementary Supervisor
- o High School – Robert Goodall

9. Presentations

New Road Construction Project Update – Presented by Robert Notley

10. Discussion Items August 13, 2019 Agenda

- Education, Curriculum & Technology
- Personnel– To be Discussed in Executive Session- Agenda Items*
- Policy - Agenda Items*
 - Board Self-Evaluation Update
- Policies for Revision-2nd Reading*
 - P 5516 – Use of Electronic Communications and Recording Devices (ECDR)
 - P 5770 – Pupil Right of Privacy
 - P 5610 – Suspension
 - P 2481 – Home or Out-Of-School Instruction for General Education Pupils
- Finance
 - Receipt of Extraordinary Aid 2018-2019
- Buildings & Grounds/Facilities - Agenda Items*

11. Superintendent’s Report & Information Items

- Enrollment– Document A (N/A)
No Report for the Month
- Attendance Comparison, Fire Drill Reports, Suspensions & Tardy Reports– Document B (N/A)
No Report for the Month
- HIB Monthly Report – Document C
 - High School:
 - One Incident – 1 Confirmed HIB
 - Elementary School: No Report for the Month
- Visitors Regulations
- Student handbook language change
- Report of the Assistant Superintendent
- Report of the Director of Curriculum and Instruction
 - Freshman Transition Program
- Report of the Director of School Counseling Services

Recommend approval and acceptance of the Superintendent’s Report.

12. Public Forum on Agenda Items

Time may be allocated for public comment at this meeting. Each speaker may be allotted a limited time when recognized by the presiding officer. In the event it appears the public comment portion of the meeting may exceed 45 minutes, the presiding officer may limit each statement made by a participant to

3-5 minutes duration. Individuals wishing to address the Board shall be recognized by the presiding officer and shall give their names, addresses and the group, if any, that they represent. Although the Board encourages public participation, it reserves the right, through its presiding officer, to terminate remarks to and/or by any individual not keeping with the conduct of a proper and efficient meeting. During the public participation portions of this meeting, the Board will not respond to questions from the public involving employment, appointment, termination of employment, negotiations, terms and conditions of employment, evaluation of the performance of, promotion or disciplining of any specific or prospective or current employee. This public forum is limited to comment on items included in this agenda only.

MANASQUAN
General Items

13. Recommend approval of the revision to the Paid Lunch (Adult) price to be charged for the 2019-2020 SY (previously approved on July 15, 2019 in the amount of \$3.50). The Adult Lunch Price must be \$.50 more than the High School student lunch price of \$3.05.

- Paid Lunch (Adults): \$3.55

14. Recommend approval of the acceptance of the following Parent-Paid Tuition Students in the Manasquan Elementary School for the 2019-2020 school year, at the annual tuition rate of \$7,261 per student:

- Student ID# 9284864124 – Grade 3
- Student ID# 8760486398 – Grade 4
- Student ID# 5614927445 – Grade 6
- Student ID# 3863050361 – Grade 8

15. Recommend approval of the acceptance of the following Tuition Free Student of Staff Member, in accordance with the MEA/MBOE Negotiated Agreement in the Manasquan Elementary School for the 2019-2020 school year:

- Student ID# 9703401740 – Grade 1
- Student ID# 8818638752 – Grade 3

16. Recommend approval of the 2019-2020 Extended School Year Transportation Contracts and Agreements for the period July 1, 2019 to August 30, 2019, as provided by MOESC. Prices are estimated costs which are subject to change as students are added and/or deleted from routes):

<u>Route</u>	<u>Destination</u>	<u># of Students</u>	<u>Contractor</u>	<u>Estimated Route Cost</u>
J517	Shore Center for Autism – Tinton Fall	1	Jay’s Bus	\$ 1,712.17
J581	Manasquan E.S. Preschool	8	Hartnett	\$ 4,513.22
7537	Alpha School – Jackson	1	R&D	\$ 7,710.57
4526	Harbor School – Eatontown	2	Seman-Tov Inc.	\$ 2,145.24
J577	Collier High School – Wickatunk	2	Briggs	\$ 3,595.02
J558	Oakwood School, Tinton Falls	1	Briggs	\$ 3,070.16
J616	Manasquan High School (Life Skills)	1	Briggs	\$ 206.80
Estimated Total ESY Transportation				\$ 22,953.18

17. Recommend approval of **Dr. Richard Worth** to conduct a psychiatric assessment of student #7230405810 at a rate of \$600.00.

18. Recommend approval of **Advancing Technologies** to provide assistive technology training for student #2037378553 for 3 hours at a rate of \$120.00 per hour, not to exceed \$360.00.

19. **Recommend** approval of the following *revised* mileage reimbursement for the 2019-2020 school year (previously approved on July 15, 2019):

<u>Name</u>	<u>School Year</u>	<u>Rate</u>	<u>Not to Exceed</u>
Teresa Savage	2019-2020	.35 cents/mile	\$300.00
Kathleen Stonaker	2019-2020	.35 cents/mile	\$300.00
Alissa Boyne	2019-2020	.35 cents/mile	\$100.00
Nicole DeStefano	2019-2020	.35 cents/mile	\$100.00
Jill Wells	2019-2020	.35 cents/mile	\$100.00

Professional Days

20. **Recommend** approval of the **attendance** of staff members at conferences/workshops indicated below:

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
September 27-29, 2019	Amy Edwards	Washington, DC	Research Teachers Conference	Yes	None
October 1, 2019 December 3, 2019 February 4, 2020 May 5, 2020	Colleen Graziano	Freehold	Principals Association Meetings	No	Mileage-\$46.20
August 14, 2019	Colleen Graziano Richard Kirk Justin Roach Anthony Cinelli	Brick	Strauss Esmay HIB Training	No	Mileage-\$4.34 per traveler

Student Action

Field Trips

21. **Recommend** approval of the field trips listed below:

<u>Date</u>	<u>Name</u>	<u>Subject</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Other Board Costs</u>	<u>Other Fund</u>
Summer 2019 Date TBD	Suzanne Deegan Nicole Keufel Roberta Morton Nancy LeBlanc Sandra Collins	Summer MD K-3	3 rd Ave. Chocolate - Manasquan Town	Communication Skills in Community Setting	No	None	Student Funds
Summer 2019 Date TBD	Suzanne Deegan Nicole Keufel Roberta Morton Nancy LeBlanc Sandra Collins	Summer MD K-3	Squan Tavern - Manasquan Town	Communication Skills in Community Setting	No	None	Student Funds
Summer 2019 Date TBD	Suzanne Deegan Nicole Keufel Roberta Morton Nancy LeBlanc Sandra Collins	Summer MD K-3	Dairy Queen - Manasquan Town	Communication Skills in Community Setting	No	None	Student Funds
October 2019 (2 Dates – TBD) December 2019	Ann Marie LaMorticella Laura Wahl	G&T Grade 6	Middletown Arts Center Buehler Center	Shore Consortium	Yes-2	Program Fee \$300.00	None
December 2019	Ann Marie LaMorticella Andrea Trischitta	G&T Grade 7-8	Sea Girt Elementary	Poetry Convocation	Yes-1	None	None
January 2020 (2 Dates – TBD)	Ann Marie LaMorticella Teresa Trumpbour	G&T Grade 5	Newark Museum of Art Middletown Arts Center	Shore Consortium	Yes-1	Program Fee \$600.00	None
February 2020	Ann Marie LaMorticella Tom Russoniello	G&T Grade 6-8	Spring Lake Heights Elementary	Geography Bee	Yes-1	None	None

February 2020	Andrew Manser Jestine Jones Carrie Eastmond	Math League	Neptune City	Math League Invitational	No	None	None
March 2020	Ann Marie LaMorticella	Gr. 5-6	Avon	STEAM Day	No	None	None
March 2020	Ann Marie LaMorticella	G&T Gr. 5-6	Spring Lake Heights	STEM Robotics	No	None	None
March 2020 (2 Dates – TBD)	Ann Marie LaMorticella Eric Clark	G&T Grade 7	Middletown Arts Center	Shore Consortium	Yes-1	Program Fee \$600.00	None
March 2020	Ann Marie LaMorticella Desiree Faul	G&T Grade 4	Point Pleasant	Shore Consortium	Yes-1	Program Fee \$300.00	None
May 2020	Ann Marie LaMorticella Lauren Brown	G&T Grade 3	Monmouth Park	Shore Consortium	Yes-1	Program Fee \$320.00	None
May 2020	Ann Marie LaMorticella	G&T Grade 7	Belmar	STEM – Forensic Science	No	None	None
June 2020	Ann Marie LaMorticella Amelia Gliddon	G&T Grade 5	Wall	STEM - MakerFest	Yes-2	Program Fee \$100.00	None

Placement of Students on Home Instruction

22. **Recommend** that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician: **None for the Month**

Placement of Students Out of District

23. **Recommend** approval of the 2019 Extended School Year Placements and 2019-20 September – June Placements list that reflects available tuition costs. (Transportation costs to be determined once routes are established), as per **Document 1**.

Financials

24. **Recommend acceptance** of the following **Elementary School Central Funds Report** for the month ending **July, 2019** as per **Document 2**.

MANASQUAN/SENDING DISTRICTS

General Items

25. **Secretary’s Report/Financials**

Recommend acceptance of the following **Financial Reports, High School Central Funds Report, Purchase Orders and Payment and Confirmation of Bills (Current Expense) and (Capital Expense)**.

The Business Administrator/Board Secretary certifies that as of **JULY 31, 2019** no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the Board of Education of the Borough of Manasquan.

Be It Resolved: Pursuant to N.J.A.C. 6A:23A-16.10 (c)3 the Board of Education of the Borough of Manasquan accepts the **Business Administrator/Board Secretary’s** certification as of **JULY 31, 2019** that no budgetary appropriations account has obligations and payments, which in total exceed the amount appropriated by the borough of Manasquan Board of Education.

Recommend acceptance of the **Secretary’s Financial & Investment Report** and the **Treasurer’s Report**, for the month ending **JULY 31, 2019** per **Document D**. (The Treasurer of School Money’s Report for the month of **JULY 2019** is on file in the Business Office and is in balance with the Secretary’s Report).

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, we the members of the Board of Education of the Borough of Manasquan, County of Monmouth, after having reviewed the Report of the Secretary and upon consultation with the appropriate officials, certify that as of **JULY 30, 2019**, it is to the best of our knowledge that no major account fund has been expanded and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year, and that the Board of Education further approves the transfers made with line item accounts of the current expense portion of the **2019-2020 budgets for JULY and AUGUST** as recommended by the Superintendent of Schools, as per **Document D**.

Purchase Orders for the month of **AUGUST 2019** be approved, as per **Document E**.

Recommend **acceptance** of the **Cafeteria Report –No Report for the Month**

(C) Be it Resolved: that the **Bills (Current Expense)** in the amount of **\$1,024,639.83** for the month of **AUGUST, 2019** be approved. Record of checks (**#44915 through #44920**), and distributions are on file in the Business Office.

Be it Resolved: that the **Bills (Capital Expense)** in the amount of **\$0.00** for the month of **AUGUST, 2019** be approved. Record of checks (**#1366 through #1366**), and distributions are on file in the Business Office.

Confirmation of **Bills (Current Expense)** for **JULY, 2019** at **\$2,519,551.87** and checks (**#44765 through #44914**) and (**Capital Expense**) for **JULY, 2019** at **\$74,989.00** and checks (**#1366 through #1366**) and (**#1001 through 1010**).

Recommend acceptance of the following **High School Central Funds Report** for the month ending **JULY 2019** as per **Document F**.

26. **Recommend** approval of the Assistant Superintendent’s 2019-2020 Merit Goals, as per **Document G**.
27. **Recommend** approval of **Barbara O’Boyle** as district Physical Therapist for 10 hours a week at a rate of \$90.00 per hour for the 2019-2020 school year, not to exceed \$33,000.00.
28. **Recommend** approval of the second reading and adoption of the revision of the following policies, as per **Document H**:
 - P 5516 – Use of Electronic Communications and Recording Devices (ECDRD)
 - P 5770 – Pupil Right of Privacy
 - P 5610 – Suspension
 - P 2481 – Home or Out-Of-School Instruction for General Education Pupils
29. **Recommend** approval of the use of the Inmate Labor Program offered by the Monmouth County Sheriff’s office during the first two weeks of August 2020 (if available by the Department of Corrections)
30. **Recommend** approval of the agreement between the Manasquan School District and E-Rate Partners, LLC, for E-rate Services for Funding Year 2020 and Funding Year 2021, in the following amounts:
 - FY 2020 – Category 1 – annual fee \$900.00
 - FY 2021 – Category 1 – annual fee \$900.00

- FY 2020 – Category 2 – annual fee \$600.00
- FY 2021 – Category 2 – annual fee \$600.00

- 31. Recommend** approval of the authorization for the School Business Administrator to execute a contract for the 2019-2020 school year with Tokio Marine Specialty Insurance Company, through Alliant/Boynton & Boynton, for the Pollution Liability coverage, in the amount of \$11,255.65.
- 32. Recommend** approval of the authorization for the School Business Administrator to execute a contract for the 2019-2020 school year with Selective Insurance for the Flood Insurance renewal, in the amount of \$11,251.00.
- 33. Recommend** approval of the revised Board of Education Organizational Chart, as per **Document I**.
- 34. Recommend** approval of the acceptance of the following Parent-Paid Tuition Student for the 2019-20 school year, at the annual tuition rate of \$7,261:
- Manasquan High School – Grade 9 (M.F.) Student ID# *To be determined*
- 35. Recommend** approval to authorize the School Business Administrator to increase the 2019-2020 budget by the amount of \$14,522 due to the receipt of unbudgeted anticipated tuition from the parent-paid tuition program and appropriate same amount pursuant to N.J.S.A. 18A:38-19 and N.J.S.A. 18A: 46-21.
- 36. Recommend** approved of the Curriculum list for the 2019-2020 School Year as per **Document J**.
- 37. Recommend** approval of the following *revised* mileage reimbursement for the 2019-2020 school year (previously approved on July 15, 2019):

<u>Name</u>	<u>School Year</u>	<u>Rate</u>	<u>Not to Exceed</u>
Lynn Coates	2019-2020	.35 cents/mile	\$250.00
Peter Cahill	2019-2020	.35 cents/mile	\$1,100.00
Kevin Hyland	2019-2020	.35 cents/mile	\$300.00
Kelly Balon	2019-2020	.35 cents/mile	\$400.00
Pamela Cosse	2019-2020	.35 cents/mile	\$300.00
Susan Lord	2019-2020	.35 cents/mile	\$300.00
Susan Steinberg	2019-2020	.35 cents/mile	\$300.00

Professional Days

- 38. Recommend** approval of the **attendance** of staff members at conferences/workshops indicated below:

<u>Date</u>	<u>Name</u>	<u>Destination</u>	<u>Purpose</u>	<u>Sub</u>	<u>Cost</u>
September 26, 2019 October 17, 2019 November 15, 2019	Lynn Coates	Tinton Falls or Location TBD	MCASBO Monthly Meetings	No	None
September 11, 2019 November 20, 2019 December 18, 2019 February 20, 2020 February 26, 2020 March 18, 2020	Jesse Place	Lawrence Township	NJ School Administrator Residency Program	No	Mileage - \$34.51 per session
July 17, 2019	Richard Read	Mount Laurel	Mold, Environmental & IAQ Seminar	No	Mileage: \$42.21 (Revised from 7/15/2019)

July 18, 2019	Richard Read	Monroe	Principles of Effective Instruction	No	Mileage: \$22.75 Registration: \$149.00 (Revised from 7/15/2019)
July 24, 2019	Richard Read	Monroe	Fighting Racial Slurs	No	Mileage: \$22.75 Registration: \$149.00 (Revised from 7/15/2019)
July 31, 2019	Richard Read	Monroe	Unpacking & Taking Action with your School	No	Mileage: \$22.75 Registration: \$149.00 (Revised from 7/15/2019)
September 26-27, 2019	Craig Murin	Boston, MA	NCTM Regional Conference	Yes	Registration-\$296.00 (Paid by Grant Funds) Mileage - \$197.40 Tolls-\$ 50.00 Hotel-\$819.00 Parking-\$75.00 Meals/Incidentals-\$248.50
August 25, 2019	Chryseis McHugh Kiernan Dugan	Livingston	Volleyball Coaches Clinic	No	Registration-\$50.00 Mileage - \$42.98 each
July 18-21, 2019	Brett Lomas	Orlando, FL	AP Annual Conference	No	Flight - \$301.57 Registration - \$735.00 Hotel-\$889.88 Melas/Incidentals - \$297.00 NJDOE Grant Funded (Revised from 6/11/2019)
August 14, 2019	Dr. Frank Kasyan Jesse Place Rick Coppola Lesley Kenney Robert Goodall Donald Bramley Richard Read Margaret Polak Peter Cahill Craig Murin Leigh Busco	Brick	Strauss Esmay HIB Training	No	Mileage-\$4.34 per traveler
September 18, 2019	Timothy Clayton Jesse Place	Freehold	Monmouth County Prosecutor's Office Law Enforcement MOA and Threat Assessment	No	Mileage - \$11.20 per traveler

Student Action

Field Trips

39. Recommend approval of the field trips listed below: **None for the Month**

Placement of Students on Home Instruction

40. Recommend that the following student(s) be placed on home instruction, as requested by Guidance or the Child Study Team and approved by the school physician:

#5946001420 Grade 12 June 5, 2019 – June 20, 2019 (Medical)

#6486418756 Grade 9 May 9, 2019 – June 20, 2019 Revised Dates (Medical)

41. Old Business/New Business

42. Public Forum

43. Executive Session

WHEREAS, the Sen. Byron M. Baer Open Public Meetings Act, *N.J.S.A. 10:4-6, et seq.*, (the “Act”) provides that the Manasquan Board of Education hold an “Executive Session” from which the public is excluded to discuss matters that are confidential or are one of the nine (9) subject matters listed in Section 12(b) of the Act; and

WHEREAS, it is recommended by the Superintendent that the Manasquan Board of Education go into Executive Session on this date in Manasquan, New Jersey, to discuss matters that are permissible for discussion in Executive Session; and

WHEREAS, the length of the Executive Session is estimated to be thirty (30) minutes after which the public meeting of the Board shall reconvene and proceed with business; and

WHEREAS, that the Board hereby declares that its discussion of the following subject(s) will be made public at a time when the public’s interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

NOW, THEREFORE BE IT RESOLVED by the Manasquan Board of Education that the Board shall go into Executive Session to discuss the following items:

- 1. Confidential Matters per Statute or Court Order (Pending Litigation)
- 2. Impact Rights to Receive Federal Funds
- 3. Unwarranted Invasion of Individual Privacy
- 4. Collective Bargaining
- 5. Acquisition of Real Property or Investment of Fund (Possible Acquisition of Property)
- 6. Public Safety Procedures
- 7. Litigation or Contract Matters or Att./Client
- 8. Personnel Matters (Hiring, Resignation)
- 9. Imposition of Penalties Upon an Individual

ITEMS DISCUSSED IN EXECUTIVE SESSION WILL RESULT IN BOARD ACTION WHEN THE BOARD RECONVENES TO PUBLIC SESSION.

MANASQUAN

Personnel

44. Recommend approval of the Elementary School personnel as per **Document 3.**

MANASQUAN/SENDING DISTRICTS

Personnel

45. Recommend approval of the High School personnel as per **Document K.**

46. Adjournment

Motion to Adjourn